
EXECUTIVE COMMITTEE MEETING
Department of Workforce Services
1385 South State Street, Salt Lake City, Utah
Monthly Meeting Minutes
Thursday, May 12, 2005
12:00 p.m.

Presiding: Gregory Diven, Chair

Present: Charles Daud, Edie Fauver, Norm Fitzgerald, Jill Merritt, Jon Pierpont, Kevin Schofield, Karen Silver, Kerry Steadman

Excused: Jane Reister Conard, Councilman Jim Bradley, Linda Fife, Paul Jackson, Commissioner Colleen Johnson, Douglas Johnston, Steven Rosenberg, M. Ali Wilkinson

Guests: Sarah Brenna-DWS Program Manager, Mike Gallegos-Salt Lake County YES, Melanie Reese-DWS Marriage & Family, Gillian Johns Young-DWS Contracts

Staff: Karla Aguirre, Leno Franco, Diane Lovell, Faye Martell, Mary Peterson

Welcome & Announcements

Chairman Greg Diven called the meeting to order at 12:08 pm. He began by welcoming Faye Martell, DWS Business Services, Melanie Reese DWS-Marriage & Family, Mike Gallegos, Salt Lake County YES Program, Gillian Johns-Young and Jane Broadhead DWS Contracts/Programs and Sarah Brenna, DWS Program Manager.

Mr. Diven thanked the Marketing Committee for a successful Retreat and noted the excellent turnout. Commissioner Colleen Johnson sent an email commenting that as a new member of Council she found the retreat very worthwhile.

Mr. Diven regrettably announced Todd Henriksen's resignation from Council, as he is no longer employed with Envirocare. Mr. Diven wished him well in his endeavors and mentioned the prior success of the Envirocare/New Horizon/DWS partnership.

Greg Diven also mentioned the need to appoint a new Co-Chair for the Training and Development Committee since Douglas Johnston has stepped down due to business priorities. Mr. Johnston will continue on the Council and Mr. Diven acknowledged his contributions as Committee Co-Chair.

Mr. Diven then reported that nine Council members' terms expire June 30, 2005. He announced that after 12 years of excellent service on the Council, Jane Reister Conard has declined reappointment. Mr. Diven recognized Ms. Conard's leadership and active participation. He has asked Ms. Conard to continue working with the Council in an "emeritus" capacity and be willing to be called upon when needed. The Chairman then

referred to a matrix highlighting the eight members who have agreed to be re-appointed for 4-year terms.

Karen Silver recommended/nominated the re-appointment of 8 designated members and recommended the nominations be taken to the Council for approval on May 26, 2005. Charles Daud seconded the motion. All voted “Aye”. The motion passed.

Mr. Diven also reported Chair and Vice-Chair nominations will be held on June 23, 2005. He encouraged business sector members interested in serving in either capacity to let him or Diane Lovell know.

Mr. Diven reported on a joint research venture with DWS, the Council and EDCU regarding Utah’s workforce characteristics and how to better gather and market data on Utah’s workforce productivity and other labor force characteristics. A joint meeting will be scheduled between DWS LMI Managers and EDCU to discuss a joint approach to data gathering and to discuss strategies to help promote Utah’s productive workforce and attract new business to Utah.

Mr. Diven noted the cut off date for discussion of the WIA Strategic Plan for 2005/2006 is May 16, 2005 and indicated that there is still time for Council members to submit comments. The Plan was sent to Council members and is also posted on the DWS website.

Mr. Diven then asked everyone to “spread the word” about Utah State University’s one week summer (July 11-15) Biotechnology Academy Camp for high school students. The cost is \$100 and Greg expressed that he felt this type of exposure to the biotech industry would be a great opportunity for qualifying youth.

Regional Director’s Remarks

Jon Pierpont began by sharing a trophy awarded to Central Region. Statewide quarterly management forums are held with Employment Center Managers to discuss issues, review progress and problem solve. Regions are recognized for successful performance in various categories. As a result of the emphasis placed on training, Central Region successfully expended the most money during the first quarter and was awarded the “Bull by the Horns” Trophy. Mr. Pierpont went on to report that Central Region is currently 109% obligated in WIA Adult funds and 107% obligated in WIA Dislocated Worker funds. He further noted that work must continue in order to make sure Central Region program outcomes, (i.e. job placements and job retention), remain positive.

Mr. Pierpont then reported that he was invited to do a presentation at a “Big Cities Conference” held in Chicago, focused on food stamps and what “big cities” can do to improve their accuracy levels. During a 90-minute breakout session on technology, Jon shared some of Utah’s initiatives aimed at simplification. It was noted that Utah is paving the way for the entire country in technology. Mr. Pierpont reiterated “we are fortunate to have this technology available in our state.”

Mr. Pierpont then provided an update on DWS reorganization and noted the following changes and job transfers:

- Management of the Business Services Center has been returned to Central Region and is now under Jon's direction
- Kim Auberger, former Business Services Manager, has transferred and is the new Manager of the Metro Employment Center
- Laurel Morris replaces Kim and is the new Business Services Manager
- Bill Bridge, former Metro EC Manager, has moved to manage the State Office Quality Control/Evaluations Unit
- Mary Pannunzio, former Quality Control Manager is now the West Valley EC Center Manager

In addition, LeeAnn Muranaca has been appointed Internal Audit Director and recruitment is underway for a new Regional Director for the North Region.

Lastly, Mr. Pierpont attended a seminar on Human Resource Relations, held in collaboration with the Salt Lake/Tooele Employer Committee. This successful event featured Michael Patrick O'Brien and over 250 employer representatives attended.

RFP For Youth Services

Jon Pierpont reported that one Request for Proposal was received for Youth Services and it was from Salt Lake County YES – our existing provider. After review, the evaluation committee determined that the proposal was inadequate and failed to address elements of the RFP. The committee met with Mike Gallegos and his staff to discuss the proposal and identify its weaknesses. The County was given an opportunity to refine and upgrade its proposal for resubmission on June 2, 2005. If the evaluation committee concludes the proposal and the County's program design is acceptable, the DWS will move forward to develop a contract.

Mike Gallegos was then given the opportunity to provide comments. Mr. Gallegos noted that the County missed the mark and is pleased to have the opportunity to make improvements. He hopes to build a stronger relationship with DWS and is committed to resolving the issues and moving forward.

A final open meeting will be held with the County and interested Council members may attend. Diane Lovell will send an email to the Council announcing the date, time and location of the meeting.

Greg Diven expressed his appreciation and gave credit to Paul Jackson for his part in working to ensure we have the best youth program possible.

Faith-Based Initiatives – DWS Perspective

Sarah Brenna, provided an overview of Faith-Based Initiatives including some of the federal rules and regulations. As a State, Utah wants to let these organizations know what resources are available and where they can go for more information. It was noted

that the faith-based organizations were more interested in collaboration rather than actual funding. A number of grants are available through a variety of Federal sources; however, Utah doesn't receive categorical funds to support faith-based projects. Ms. Brenna reported that DWS is interested in sharing funding resources with Faith Based Organizations and providing them with technical assistance as appropriate. Ms. Brenna will forward the Utah Issues Final Report on Faith Based Initiatives to Diane for distribution to the Council.

Executive Roundtable (May 25 Automotive/Heavy Duty Technician Roundtable)

Greg Diven referred to the draft agenda for the May 25 Automotive/Heavy Duty Technician Roundtable. Approximately 100 employers have been invited and follow up telephone calls are planned.

Mr. Diven indicated that we are continuing to compile the industry contact list. He expressed his appreciation to Laurel Morris, Faye Martell, Melisa Stark and other Business Services staff for their help in identifying potential employers. Two presenters are confirmed and Mr. Diven asked Council members to RSVP regarding their attendance. Diane Lovell will email names, telephone numbers and a suggested script to Council members so they can make follow-up telephone calls to companies on the contact list.

Ad hoc Health Care Committee Report

Jill Merritt began by recognizing Jane Reister Conard for organizing the committee and for her leadership. Copies of the committee's objective were provided. The objective is to launch a Health Economic Literacy (education) Campaign and act as broker targeting employers (small businesses) and employees. The economic benefits of wellness programs and healthy lifestyles will be promoted. The campaign slogan is "*The Link Between Healthy Workers and a Healthy Bottom Line*". Plans entail partnering with the Department of Health (DOH) to promote and market its annual Wellness Conference in October 2005. Ms. Merritt closed her report by acknowledging the assistance of Lynne Nilson, DOH Program Specialist.

Kerry Steadman suggested checking with local health departments and Salt Lake County as to where there may be additional hands-on work of this type taking place and to help promote the Conference.

Committee Reports

Basic Needs – Karen Silver noted that in her experience faith-based organizations don't want to ask for Federal money, as it requires too lengthy a process. These groups tend not to want to give up their religious components, such as prayer, as these components are essential elements of their organization.

Ms. Silver shared a pamphlet from the Wyoming Governor's Office she received while attending a conference in Wyoming. The pamphlet focused on initiatives for families and livable wages. The Wyoming Business Coalition is committed to recruiting only businesses that promote livable wages and provide health insurance for their employees.

They feel there is no sense in promoting double dippers (which means to offer business incentives and such low wages that the State has to provide Food Stamps, Medical assistance, etc). Wyoming's DWS was listed as a collaborating partner and Ms. Silver asked if this initiative could be replicated in Utah. Mr. Diven indicated that we could look into this.

Regarding the goal set on the immigrant populations, Ms. Silver indicated they are waiting for information from staff, which will be discussed at the next committee meeting. Also, the Older Workers Protocol is continuing to be looked at to ensure it is in line with the Governors plan for working with distinctive populations.

Edie Fauver then reported on three items that are related to the Older Workers Protocol.

1. Department of Labor representatives were sent to Utah to look at the Older Worker Programs and Protocol in Utah and to determine why Utah is such a success and how the collaboration works.
2. The Department of Adult Aging Services has put together a presentation on the demographics of the "Baby Boomers" and how the aging baby boomers will impact employers. Ms. Fauver suggested Adult Aging Services be invited to make a presentation to the Council on how retiring baby boomers will affect the labor force in Utah.
3. On May 25, 2005 Salt Lake County will sponsor a Town Hall meeting for the White House Council on Aging. Ms. Fauver will send more information to Diane Lovell for forwarding to Council members.

Ms. Fauver closed her report by requesting comments and suggestions regarding initiatives on Aging.

Facilities - Norm Fitzgerald reported that lease extension negotiations for two facilities will be made firm in May. There will be a three-year lease extension on the Downtown location and a two-year lease for the CRESC.

Mr. Fitzgerald noted that the Council needs to be vigilant regarding the Tooele facility and ensure the appropriate direction is taken. Other area where Council focus must be maintained is the need for facilities in the Northwest and Southwest sectors of the County.

Training & Development – Not available – Co-chairs were absent.

Marketing – No report. The Committee's 2006 Goals were included in the Executive Committee packets.

Youth Council – No additional information.

Executive Committee Goals & 2006 Strategic Plan

Greg Diven shared his suggested preliminary goals for 2006 and asked for discussion and feedback. Mr. Diven asked that everyone review this information and come prepared with recommendations of their own. The 2006 Goals need to be finalized by June 2005. It was recommended that a separate goal-setting meeting be scheduled. Diane Lovell will email the date and time to Executive Committee members.

Agenda Setting – May 26, 2005

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- Provider Approval(s)
- Committee Reports & 2006 Goals
- Executive Roundtable – Outcome of May 25 Automotive Roundtable
- Incumbent Worker Training Program Presentation – Steve Maas
- Regional Director's Report
- Update on Youth RFP
- Member Re-appointments
- Ad hoc Health Committee Report

Old Business

Jon Pierpont reported that work continues on the West Valley EC bus stop petition. Mr. Pierpont recently provided a status update to Tani Downing and the DWS Executive Team. Ms. Downing requested Jon send her letters of support written by area businesses and community organizations. One letter received was from the West Valley City Manager in support of the bus stop. Mr. Pierpont will provide more information as progress is made.

New Business

Karen Silver noted that there is a new Community Resource Center that will be located in the Northwest (Rose Park) area and may be a “bridge” or outlet for providing DWS services.

Greg Diven adjourned the meeting at 1:35 pm.